



## **TVCS D Board of Director's Meeting Agenda**

**Date: Wednesday, January 13, 2016, 7 – 9 pm**

**Location: Tomales Town Hall, Tomales, California 94971**

### **I. Call To Order**

**II. Open Communication** Time for community members and visitors to bring up items they wish to discuss and items that do not appear on the agenda. Added items will be included under Other Business.

### **III. Approval of Agenda** Action

### **IV. Orientation of new TVCS D Board Members**

- a. Special District Board Member Governing Documents
- b. TVCS D Board Member Handbook
- c. TVCS D Policy Manual
- d. Mandatory training and other
- e. Forms - 700, and W-4

### **V: Approval of December 9, 2015 Minutes** Action

### **VI. Financial Report (Melinda Bell)**

- a. Accept Check Registers and Approve Expenditures Action
- b. Financial Manager's Report
- c. Review and Approve Financial Statements Action

### **VII. General Manager's Report**

### **VIII. Phillips & Associates Report**

- a. Review reports for November 2015
- b. CCTV inspection of existing sewer mains report.

### **XI. Committee Reports**

- a. Financial Advisory Committee (FAC)
  - 1. Review approved December 14, 2015 minutes
- b. Park Advisory Committee (PAC)
  - 1. Update projects
  - 2. PAC requests a TVCS D board member for Park committee Action
  - 3. Spending limit for PAC without TVCS D board approval Action

### **X. Pending Business**

### **XI. Other Business**

### **XII. New Business**

### **XIII. Correspondence**

#### **XIV. Adjournment**

**TVCSO MISSION STATEMENT:** *Enhance quality of life, with commitment to the health of the community, by providing dependable wastewater collection, treatment and reuse in an environmentally friendly manner; maintaining safe and reliable recreational park facilities while providing a welcoming forum for active community participation and input.*

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Board of Directors:

Bill Bonini, President • Deborah Parrish, Vice President • Donna Clavaud

Peter MacLaird • Dru Fallon O'Neill